

**CITY/COUNTY JOINT COMMISSION  
ON  
SHARED SERVICES INITIATIVES**

**Minutes – March 24, 2011**

**COMMITTEE:** Joint Commission on Shared Services Initiatives

**DATE:** March 24, 2011     **TIME:** 7:30 a.m.     **LOCATION:** North Conference Room, City Hall

**COMMITTEE CHAIR:** Dave Duax     **RECORDER:** Linda DesForge

**Commission Members Present:**

City: Dave Duax, Kerry Kincaid, Jackie Pavelski

County: Colleen Bates, Gregg Moore, Gerald Wilkie

School District: Kathryn Duax

Commission Members Absent: Carol Craig, Adam Shiel

**Staff Present:** Mike Huggins, Ron Heilmann, Mel Erickson, Richard Thoune, Jeanna Allen, Linda DesForge

**Others Present:** Dr. Donald Bodeau, City-County Board of Health

**AGENDA ITEM #1: Call to Order.**

Chairman Dave Duax called the meeting to order at 7:33 a.m.

**AGENDA ITEM #2: Approval of minutes of Joint Commission on Shared Services Initiatives meeting of February 24, 2011.**

**ACTION: Colleen Bates made a motion to approve the minutes as presented. Gregg Moore seconded the motion and the motion carried.**

**AGENDA ITEM #3: Discussion of the 2011 Annual Report for the Joint Commission on Shared Services Initiatives.**

*(Agenda Item #5 was taken up before this item.)*

During the discussion, Commission members suggested various changes to the report.

**ACTION: A motion was made by Jackie Pavelski, seconded by Gregg Moore to approve the report, with the edits, upon the approval of the Commission Chairs.**

The finalized report will be presented to each entity in April.

**AGENDA ITEM #4: Approving the final report regarding student transit and transportation options between the City and School District.**

Carol Craig and Jackie Pavelski prepared a draft report regarding student transit and transportation options between the City and School District, which was handed out for discussion at the meeting. After looking over the report it was the consensus of the Commission members to make the following changes:

- Change the wording of the first bullet to “Under current agreements between the School District and Student Transit, and Federal transit laws, City Transit and Student Transit cannot co-mingle services beyond those that currently exist, thus the possibility of new “shared” services is unrealistic.”
- Change the wording of the second sentence in the fourth bullet to “It is important to educate all children, including differently-abled children, on the advantages of mass transportation as a critical life skill.”
- Add a sentence at the end of the report: “If the School District changes the transportation policy, other opportunities for shared transportation services may be possible.”

**ACTION: Kathryn Duax made a motion, seconded by Colleen Bates, to approve the changes to the report. The motion passed unanimously.**

**AGENDA ITEM #5: Update on the short/long-term space planning options for the City/County Health Department.**

*(This item was taken up before Agenda Item # 3.)*

The Commission members received copy of the Eau Claire City-County Board of Health Space Needs Study produced by Zimmerman Architectural Studios, Inc. The purpose of the study was to develop a recommended design for space in the existing courthouse.

Discussion took place on the different options for the Health Department, which included the following:

- Moving functions to a different site, such as the Parks and Recreation vacant building
- Contracting services
- Share with other departments or organizations, such as CVTC or UWEC
- Create central record storage to open more space
- Investigate having private partners

This decision would need direction of the Board of Health. The Board will keep working with staff to explore various options. The Commission will continue to receive updates on this issue.

**AGENDA ITEM #6: Discussion of the workshops for the shared services assessment facilitated by Craig Rapp, LLC.**

The Commission members looked over the Powerpoint and Brainstorming notes from Craig Rapp. Kerry Kincaid asked that under “Vision of Success” the first bullet be changed to “More cooperation, coordination, collaboration, consolidation.”

**AGENDA ITEM #7: Discussion of future agenda items.**

- Offsite public storage

**AGENDA ITEM #7: Adjournment.**

**ACTION: Gregg Moore made a motion, seconded by Jackie Pavelski, to adjourn the meeting. The motion carried, and the meeting adjourned at 9:30 a.m.**

<b>FUTURE MEETING DATES:</b>	<b>TIME:</b>	<b>LOCATION:</b>
Thursday, April 28, 2011	7:30 a.m.	Courthouse
Tuesday, May 10, 2011 (Workshop #2 – tentative)	8 a.m. – 1 p.m.	Courthouse
Thursday, May 26, 2011	7:30 a.m.	City Hall
Tuesday, June 21, 2011 (Workshop #3 – tentative)	8 a.m. – 1 p.m.	Courthouse